


FY 2007

Governmentwide Financial Report System

Closing Package

Closing Package

The background of the text box is a faded image of an open book. The pages are visible, showing some text, but it is out of focus. The book is open, and the pages are spread out.

The Closing Package is a set of special purpose financial statements submitted by Federal Program Agencies that are used to prepare the Financial Report of the United States Government (FR).

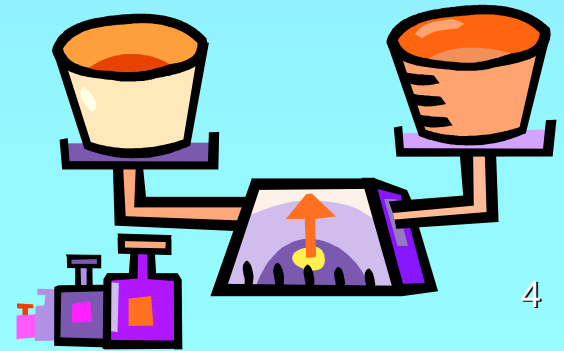


Discussion Topics

- FY 2006 Performance Measure Elements
- Closing Package Requirements
- Closing Package Strategic Planning Tips
- Significant Changes to the Closing Package
- FY 2007 GFRS Enhancements
- Timelines

FY2006 Performance Measures Elements

- **Timeliness**
- **Reconciliation of Unexplained Differences**
- **Consistency/Integrity**
- **Completeness**



Verifying Agencies

- Consist of 24 CFO agencies plus 11 additional agencies
- Have a material impact on the FR
- Listed on page 3 of I TFM 2-4700(Figure 1)

Non-Verifying Agencies

- An entity that does not require additional audit scrutiny, but is required to report data to Treasury to satisfy “completeness” of the FR
- Submit ATB data through FACTS I via the GOALS II application
- Use GFRS to Report notes and other FR data

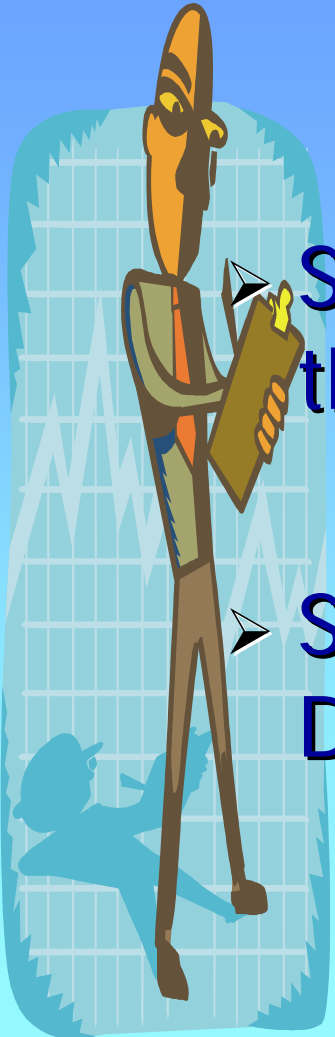
Closing Package Requirements

All Agency Types:

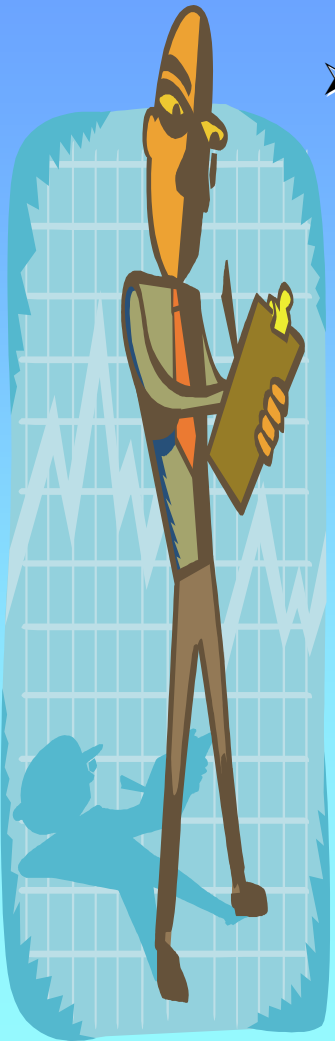
Submit ATB data through FACTS I via the GOALS II application

Verifying Agencies:

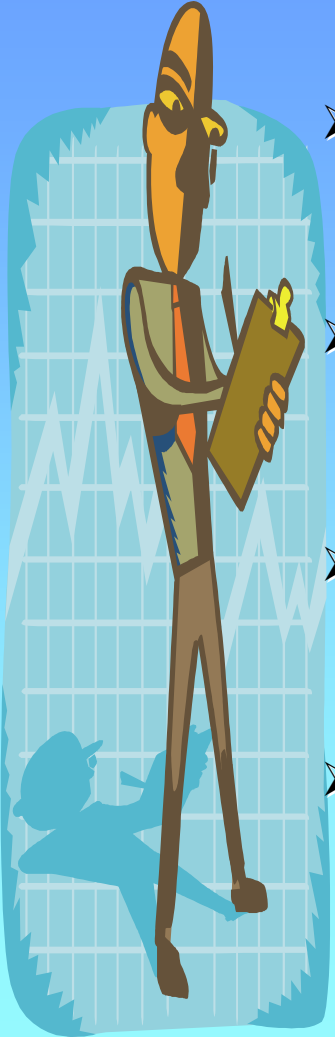
- **Submit Audited Financial Statement Data in the Closing Package**



Closing Package Requirements

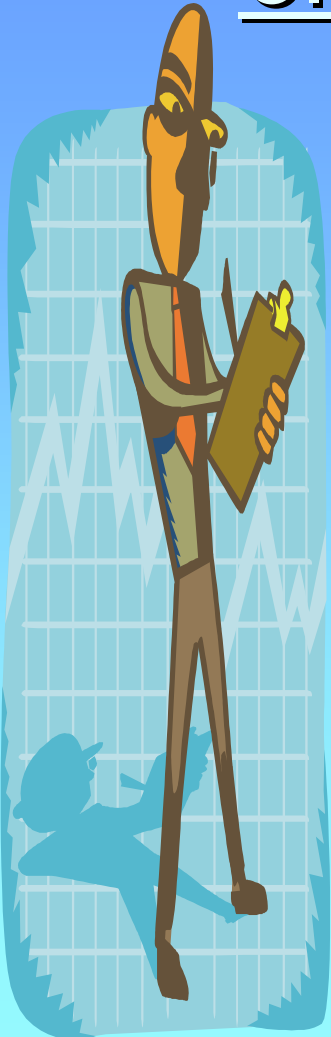
- 
- Reclassify all line items and amounts on agency's comparative, audited consolidated, department-level financial statements to the closing package reclassified financial statement formats:
- 1) Balance Sheet,
 - 2) Statement of Net Cost,
 - 3) Statement of Changes in Net Position/
Income Statement, and
 - 4) Statement/Note on Custodial Activity
(if applicable)
 - 5) Statement of Social Insurance
(Data will be collected in Closing Package Notes)

Closing Package Requirements



- Identify Intragovernmental Closing Package line items by trading partner and amount
- Complete Notes reporting as required for consolidation into the FR
- Complete other FR data, as applicable, to meet Federal GAAP disclosure requirements
- Provide an explanation for data that changed by the established threshold or more between FY 2006 and FY 2007

Closing Package Requirements



- IG's must Audit and Issue an opinion on your closing package submission
- Provide FMS and OMB an electronic copy of the draft financial statements (financial.reports@fms.treas.gov)
- Contact FMS to determine reporting procedures for any required adjustments to your FY 2007 closing package submission which occurs after midnight November 15th but prior to noon on November 17, 2007.

Other Required Information

- Inform FMS of all Subsequent Events – whether there are changes or no-changes that occurred between the date of the issuance of your Audited Financial Statement and prior to December 7, 2007

CLOSING PACKAGE REPORTING REQUIREMENTS RECAP

SUBMIT ATB's in FACTS I

Submit Audited Financial Statement Data

Reclassify Agency Audited Financial Statement Line Items to the Closing Package Financial Statement Line Items

Identify Closing Package Data by Trading Partner and Amount

Complete Notes and Other FR Data

Provide Explanation where applicable

Approve, Audit and get Opinion Issued

Provide Copies of the specific documentation identified in the TFM section 4705.55

Inform FMS of any subsequent events that impacts your closing package submission

Reading is for LEADERS!

Where to Find the Closing Package Requirements

**Treasury Financial Manual
Volume I
Part 2; Chapter 4700
Transmittal Letter 637**

**Agency Reporting Requirements for the Financial Report of the
United States Government**

<http://www.fms.treas.gov/tfm/vol1/v1p2c470.html>

Closing Package FY07 Reporting Strategic Planning



- Attend the role-based **new** user GFRS training

Belinda Thompson on 202-874-9925

Belinda.Thompson@fms.treas.gov

Closing Package FY07 Reporting Strategic Planning

- Review guidance and instructions in I TFM 2-4700
- Review internal process for reclassifying agency FS line items to CP line items
- Develop Time Lines to meet Due Dates



Closing Package FY07 Reporting Strategic Planning



- CFO & IG Agree on both internal and external Documentation Requirements
- Review FY 2006 data into GFRS when system opens
- Review templates in Module I for changes and inactive lines

Closing Package FY07 Reporting Strategic Planning

- Note your reporting method for entry into GFRS
- Review how you plan to execute the Reclassification between "N" and "F" line items
- Determine which line is appropriate to Reclassify your Federal expenses on the Statement of Net Cost
- Map out the data flow from your Audited Financial Statement to the Notes and Other FR data modules



Significant Closing Package Changes

Reclassified Closing Package Balance Sheet *Net Position Section*

➤ *In FY 2007*

Net Position-Non-earmarked funds

Net Position-Earmarked funds

➤ *In FY 2006*

Net Position-Earmarked Funds and General Government

Net Position-General Government

Net Position-Earmarked Funds



Significant Closing Package Changes

Reclassified Statement of Changes in Net Position
Budgetary Financing Sources Section

Six New lines Active In FY 2007

- *Appropriation of unavailable special or trust fund receipts transfer-in (and transfer-out)*
- *Nonexpenditure transfer-in (transfer-out) of unexpended appropriations and financing sources*
- *Expenditure transfer-in (transfer-out) of financing sources*



FY 2007 GFRS Enhancements

Select Notes will be Pre-populated with prior year data in modules GF006 and GF007

GF006 - Closing Package Notes~ GFTRVA01 03-JUL-07 12:30:33.000 PM

Note: 05 Inventories and Related Property Fiscal Year: 2007 PD: SEPTEMBER Delete Data

Entity: 0020 TRAINING DEMO V Status: In-Progress Agency Notes: Note 1

Line Item Notes Other Notes Info Text Data Threshold

Closing Package Line Description NB Acct Type 2007 - SEPTEMBER 2006 - SEPTEMBER Reported In Thousands

Inventories and Related Property D A 55,000 50,000 Decimal P Zero

Variance: 0 0

Financial Report Note Detail


No	Line Description	2007 - SEPTEMBER	2006 - SEPTEMBER	Previously Rptd	Line Item Changes
1	Gross Inventory - balance beginning c	50,000 T	50,000 T	50,000 T	0 T
2	Prior-period adjustment (not restated)				
3	Capitalized acquisitions from the public				
4	Capitalized acquisitions from Government	2,000 T	3,500 T	3,500 T	0 T
5	Inventory sold or used			1,500 T	1,500 T
6	Total allowance for inventories and re	-3,000 T	-2,000 T	-2,000 T	0 T
7	New Line in 2007	6,000 T	-1,500 T		-1,500 T
	TOTALS:	55,000	50,000	50,000	0

I = Inactive

2006 - SEPTEMBER - Previously Rptd

Closing Package Definition View ATB Data

Submit Cancel FR Notes Report

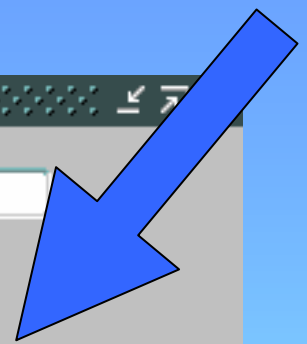


FY 2007 GFRS Enhancements

GF007 - Other User Data Selection~ GFTRVA01 02-JUL-07 01:35:41.000 PM

Entity :

Number	Other Data Title	Status
10	Stewardship Investments	NEW



Audit Guidance Closing Package

- OMB Bulletin 06-03 (as revised), Audit Requirements for Federal Financial Statements, provides audit guidance on the reclassified special purpose financial statements and notes in the closing package
- Covers FY 07 and FY 06 data
- TFM, Section 4705.55



FACTS I Timeline



- Aug. 28: FACTS I MAF opens
- *Sept. 19: FACTS I MAF submission due date
- Oct. 1: FACTS I ATB window open
- *Nov. 15: FACTS I ATB submissions due from
non-verifying agencies
- *Nov. 30: FACTS I ATB submissions due from verifying
agencies

*Represents the no later than due date

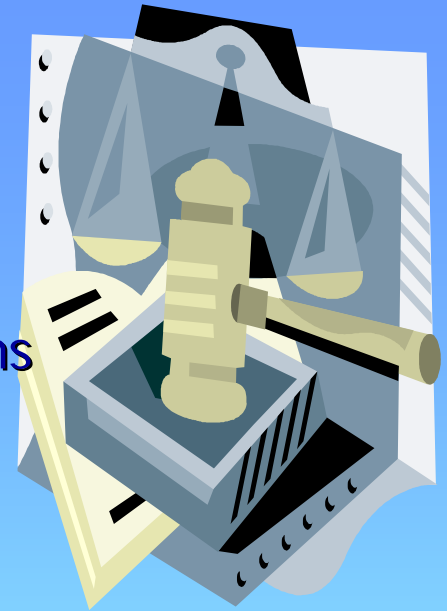
GFRS Timeline



- Sept. 10: Windows open for Closing Package data submission, modules GF001 through GF008
- *Nov. 15: CFO Closing Package approval due date (midnight e.s.t.)
- *Nov. 15: Notes and Other Data due from non-verifying entities
- *Nov. 17: IG opinion on Closing Package due date (noon e.s.t.)
*Represents the no later than due date

Legal Representation Letters

- Verifying agencies provide a summary of legal actions against their agency in letter form prepared by General Counsel
- All cases including those paid from the Judgment Fund, must be included
- If there exists a possibility of a negative outcome, a contingent liability must be recognized in the agency Financial Statements or disclosed in the F.S. notes
- Contingent liabilities detailed in the legal letter must be consistent with agency F.S. and closing package submissions



Legal Representation Letters



Types:

- Agency and a Governmentwide Department of Justice (DOJ) Interim
- Agency and a Governmentwide DOJ Final (Updates and new cases only)
- * ***All Subsequent Events – whether there are changes or no changes in cases arising after the issuance of the agencies audited financial statements and prior to December 10, 2007 must be emailed to FMS***

Legal Letter Timeline



- Aug. 29, 2007 Interim Legal Letters due to GAO, DOJ, and FMS
- Oct. 15, 2007 Interim Governmentwide letter due to OMB, GAO and FMS
- Nov. 15, 2007 Final Legal Letters due to GAO, DOJ, and FMS
- Dec. 3, 2007 Final Governmentwide letter due to OMB, GAO and FMS
- Dec. 10, 2007 Subsequent events due from agencies

Additional Reference Websites

- Financial Accounting Standards Advisory Board (FASAB):

www.fasab.gov

- Office of Management and Budget (OMB):

www.whitehouse.gov/omb



Financial Reports Division

Team Members

<u>Name</u>	<u>Phone Number</u>	<u>Assigned Agencies</u>
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Benjamin Sussman	202-874-9898	DOD
Belinda Thompson	202-874-9925	EXIM, SBA, Education, Treasury
John Wright	202-874-9926	FDIC, DOJ, FCSIC
Team B		
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Mary Baldwin	202-874-0864	EPA, TVA, PBGC
Rachelle Coleman	202-874-9913	State, RRB, NRC
Yianting Lee	202-874-8923	FCC, DHS
Marsha Morgan	202-874-8785	HUD, Interior, OPM
Manijeh Poorhrab	202-874-9918	SEC, DOL, DOT
Team C		
Angela Potts, Team Leader	202-874-9917	
Tiffany Dilworth	202-874-7577	Independent (except Dept 95), AID
Colleen Graham	202-874-9923	NSF, NASA
Lena Lewis	202-874-9232	Smithsonian, GSA, USDA
Kathy Wages	202-874-4713	Independent - Dept – 95, VA
Denise Williams	202-874-9909	Energy, USPS
Victoria Leas	202-874-9912	NCUA, Commerce